

**CITY OF MADISON LAKE  
MINUTES OF THE REGULAR MEETING  
OF THE PLANNING COMMISSION  
MONDAY, MARCH 23, 2015**

**1. Call to Order**

Chair Klassen called the regular Planning Commission meeting to order at 7:03 pm.

**2. Roll Call**

**Members Present:** Mike Klassen, Mark Hayes, Annette McBeth, Ryan Sanders, Rick Anderson, Greg Rosenow

**Members Absent:** None.

**Staff Present:** City Administrator Ari Klugman

**Others Present:** None.

**3. Consent Agenda**

A) Approval of the Agenda

**A motion by Sanders**, seconded by Hayes, to approve the agenda.

Roll Call: Ayes: Klassen, Hayes, McBeth, Sanders, Anderson, Rosenow

Nays: None

Motion carried.

B) Approval of the Minutes from February 23, 2015

**A motion by Sanders**, seconded by McBeth, to approve the minutes from February 23, 2015.

Roll Call: Ayes: Klassen, Hayes, McBeth, Sanders, Anderson, Rosenow

Nays: None

Motion carried.

**4. Open Public Comments**

None.

**5. Public Hearing**

A. Rezone water tower site to R-1.

Chair Klassen opened the public hearing at 7:10 pm.

City Administrator Klugman explained the council is in the process of considering a building for public works and police at the water tower site. Currently the site is zoned Agriculture 1 (A-1) and requires 50 foot setbacks from front and rear and 30 feet from the corner side lot. The City is requesting rezoning the property to Residential 1 (R-1) which is the same as the surrounding area. She explained most of our parks are zoned R-1, the R-1 district allows for public or semi-public buildings. All Saints Church and School are also zoned R-1.

The planning commission discussed the zoning of public buildings and how there is not a zoning district that really fits as they are not residential, a business or manufacturing.

Vice Chair Anderson brought up that the public lots we currently show as governmental on the zoning map are actually zoned their underlying surrounding area. Which protects and limits the use for the surrounding neighborhood if the governmental body ever sold the land.

Chair Klassen closed the public hearing at 7:25 PM

Commissioner McBeth called to question.

**A motion by McBeth**, seconded by Sanders, to recommend to the City Council the rezoning of the water tower site to R-1.

Roll Call: Ayes: Klassen, Hayes, McBeth, Sanders, Anderson, Rosenow  
Nays: None  
Motion carried.

## **6. Reports and Recommendations**

### A) Leadership Elections

**A motion by Sanders**, seconded by Hayes, to reappoint Mike Klassen as Chair and Rick Anderson as Vice Chair of the planning commission.

Roll Call: Ayes: Klassen, Hayes, McBeth, Sanders, Anderson, Rosenow  
Nays: None  
Motion carried.

### B) Review Code & Bylaws

City Administrator Klugman reviewed the drafted revisions to the City Code and the draft creation of bylaws. Currently the City Code Chapter 31 and the Zoning Code, which is chapter 153 of the City Code, both define the planning commission and their purpose. She is recommending combining the sections and only referencing Chapter 31 in the planning code. She is also recommending removing procedural sections from the City Code and moving them to a new set of bylaws. Bylaws are not part of the City Code and would not require a public hearing and notice to revise, they would require both majority approval of the planning commission and the City Council. City Administrator Klugman asked the commission to review and we would discuss further at the next meeting.

Commissioner McBeth suggested adding Trails to the City Code sections referencing park planning.

### C) Review Codification Outline

City Administrator Klugman explained the current zoning code is cumbersome and is not easily reorganized when a new chapter such as the B4 General Business District is introduced. Additionally, the zoning code is split into chapters despite being a chapter of the City Code itself. She is recommending the reorganization of the zoning code into three articles with references being added to the current chapters to help transition the document. When we submit it to the City Code publisher they will clean up the document and fix references throughout the document.

### D) Driveway Width Requirements

City Administrator Klugman explained she had a resident contact her about allowing a 30 foot driveway. State Statute for building codes has changed to allow for 30 foot. Building Inspector Voth has only allowed 25 foot driveway width. There is nowhere in the City Ordinance where it limits the driveway width to 25 feet. She believes without adding a section we should be allowing for 30 feet as allowed by the building code.

The Planning Commission discussed and decided no action was needed. They agree 30 feet should be allowed at this time.

### E) R1-S Accessory Uses

City Administrator Klugman explained some individuals in the R1-S zoning district have contacted Ron Voth about putting accessory uses on the road side of their property. Currently the side with the road is considered the front of the property per zoning code even though many consider the lake side to be the front.

The Planning Commission discussed allowing accessory uses on the road side.

Chair Klassen stated if too many accessory uses were allowed the roadside would appear like driving down an alley, because stuff that would normally be stored in the back of the lot would be viewable from the road.

Commissioner McBeth asked City Administrator Klugman to draft language for the planning commission to review. City Administrator Klugman said her revision would probably still put a limit to the accessory use storage but allow for one shed, etc.

F) Zoning of North Duck Lake Properties

City Administrator Klugman explained related to the Accessory Use conversation, she has been approached by some individuals living on North Duck Lake road about the possibility of rezoning their property to R1-S as well. City Administrator Klugman recommended the planning commission look into this change as they review the comprehensive plan.

G) Work Plan Update

The Planning Commission reviewed the Work Plan and Chair Klassen gave an update on the comprehensive plan work. The plan is to send an updated survey to compare data from the previous comprehensive plan survey in June.

7. **Staff Reports**

City Administrator Klugman gave an update of conversations with MNDOT about future access points on highway 60.

8. **Commissioner Reports**

Commissioner McBeth reported she has contact information for individuals within the Betsy Tacy Society.

Commissioner McBeth updated the group that the City did not receive the BCBS grant. She will continue to look for opportunities for funding for the trail study.

9. **Adjournment**

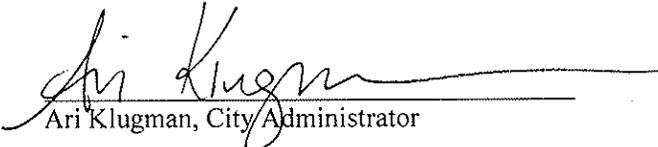
**A motion by Hayes**, seconded by Anderson, to adjourn the meeting at 9:05 pm.

Roll Call: Ayes: Klassen, Hayes, McBeth, Sanders, Anderson, Rosenow

Nays: None

Motion carried.

Attest:

  
Ari Klugman, City Administrator